



CABINET FOR HUMAN RESOURCES  
COMMONWEALTH OF KENTUCKY  
FRANKFORT 40621

DEPARTMENT FOR SOCIAL INSURANCE  
"An Equal Opportunity Employer M/F/D"

KASES Network Memo No. 29

TO: Staff, Division of Child Support Enforcement  
All IV-D Agents

FROM: Steven L. Blank Director  
Division of Child Support Enforcement

DATE: July 6, 1994

SUBJECT: Fast Pathing

The fast path module was developed to provide the user the ability to path directly between functions without pathing through the KASES menu. When pathing between functions, the module will only jump to the menus for which the user has clearance. The module also ensures that valid IV-D numbers or MPI numbers are passed to the new function, if required.

The fast path module operates in two modes: standard and extended. In the standard mode, the fast path module permits the user to escape from the current screen and path to the start of a new function. The standard mode represents a one directional jump.

In the extended mode, a jump and restore capability is provided. The current screen is saved into temporary storage before the jump is executed. This saved screen can then be again displayed to permit the user to continue where he/she left off.

Data entry (updated information) must be confirmed on the original screen before engaging the fast path mode in order to be saved in the system. If the data is not confirmed, it WILL NOT be reflected on the target screen document.

The fast path standard mode and the fast path extended mode are accessed by selecting PF21, PF22 or their equivalent key strokes. The key selected to access the fast path mode is dependent on the type of keyboard connected to the user's terminal. A copy of the various keyboards and the appropriate keys used to access the fast path mode is attached to this memo.

When either of the fast path modes are accessed, a window is presented at the bottom of the screen permitting the user to select a new target function for pathing through the system. The target destination is selected by entering the appropriate main and submenu option numbers.

ASEC8C 300X000  
 00/00/00 00:00:00  
 AP NAME JONES  
 CL NAME JONES

TOM  
 STELLA

K A S E S  
 UPDATE CASE

MPI# 0000008469 IV-D# 0000008471  
 MPI# 0000008470 WRKR# 300X000

LAST AUDIT DATE

AFDC CASE #

TYPE	STATUS	EFF. DATE	PATERNITY COHABITATION ADDRESS DATA	
CASE	OPEN	04/05/1993	STREET	
IV-D	NPA	04/05/1993		
COUNTY	056		CITY	
PROCESS	DELQ	08/24/1993	FROM	STATE
WORKABLE	WORK	04/05/1993		
CLOSED				
URES	R	07/30/1993	AP-CLIENT MARITAL STATUS	N
WORKER	300X000		3RD PARTY MED INS STATUS	
WRKR UNIT	ENFA	07/19/1993	OTHER STATE IV-D #	
PREV IV-D			3RD PARTY COLL. AGENT #	
			BILL IND N	URES DOC FIPS
			PREV #	NOTES N

-----FAST PATH STANDARD MODE - WARNING! CHANGES WILL NOT BE SAVED!-----  
 KY MM S1 S2 S3 S4 -- REQUESTED JUMP DESTINATION -- ACCT TYPE REQD --  
 Y 03 09 01  
 ENTER MENU/SUBMENU OPTIONS & THEN HIT ENTER TO TEST DRIVE OR PF9 TO JUMP

### FAST PATH STANDARD MODE

To request the fast path standard mode, press PF21 or the equivalent key. The fast path standard mode window displays. The fast path window overlaps the last three lines of the screen. An example of the fast path standard mode window is shown above.

Changes to the current screen will not be saved when using the fast path standard mode. For example, if the other state IV-D number is updated in the appropriate field on the Update Case screen (ASEC8C) and PF21 is pressed to request the fast path standard mode before the update is confirmed, the updated information will not be saved when the user returns to the Update Case screen. The user must PF9 to confirm any entered data before using the fast path option.

The fast path window contains the following fields.

**KEY PASSING (KY)** - The KY field indicates whether the current IV-D number in use is to be passed to the new target functions. The valid KY indicator options are "Y" for YES and "N" for NO. Option "Y" indicates that the current IV-D number is to be passed to the new function. Option "N" indicates the user wants to select a new IV-D number (if required) to use in the new target function.

The initial default for the KY field is "Y" upon first entry. However, once the field is changed, the last changed value is retained on the new default for the remainder of the session. The field is changed by typing over the present KY indicator.

Using the KY indicator in fast path is identical to the way it works if the user selected a function directly from a submenu. That is, if no IV-D number is passed and one is required by the selected function, the system permits the user to choose the correct IV-D number from the Inquire Case/Participant screen (ASEQOA).

MAIN MENU (MM) - Entry in the MM option field is required to reach the desired target function. Entry in this field can be any of the selections from the Menu Option column shown on the Menu Fast Path Options list attached to this memo.

SUBMENU (S1, S2, S3, and S4) - The submenu option fields are used to choose from the levels of submenu options required to reach the desired target functions. The entries should be the same as if the user were walking through each submenu using the normal system navigation. For example, to access the URESA Initiating - Outgoing target function, 03 is entered in the MM field and 09 is entered in the S1 field, and 01 is entered in the S2 field. Lower level submenu options (S3 and S4) are invalid options at this time and should be left blank.

The processing options for the fast path window are listed below.

ENTER - The ENTER key permits the user to "test drive" the menu/submenu selections. The window displays the title of the selected system option and the type of account number that is required for that function. The following is a list of messages that will display in the Account Type Required field.

1. No Account Number is Required
2. Participant Account Number
3. System Level Account Number (Main Menu Option 05 and Submenu Option 17)
4. Case Account Number

The example below shows the selected system option and the type of account number required when 03 is typed in the MM field, 09 is typed in the S1 field, 01 is typed in the S2 field, and the ENTER key is pressed.

```
=====FAST PATH STANDARD MODE - WARNING! CHANGES WILL NOT BE SAVED!=====
| KY MM S1 S2 S3 S4 -- REQUESTED JUMP DESTINATION -- -- ACCT TYPE REQD --
| Y 03 09 01 _ _ _ URESA ACTIONS CASE ACCT #
|
```

PF3 - Press PF3 to escape from the fast path window and return to the original screen from which the fast path jump was requested. Data entry on the original screen will not be saved if PF3 is processed without confirming data.

PF9 - Press PF9 to complete the fast path jump to the target screen. Once the fast path jump is completed, the normal navigation program is reset for the new target function. This permits the user to view the same submenus upon exiting the function as if he/she had manually walked through each menu/submenu to reach this new function.

ASEC8C 300X000  
 00/00/00 00:00:00  
 AP NAME JONES  
 CL NAME JONES

K A S E S  
 UPDATE CASE  
 TOM MPI# 0000008469 IV-D# 0000008471  
 STELLA MPI# 0000008470 WRKR# 300X000

LAST AUDIT DATE 04/18/1991

AFDC CASE #

TYPE	STATUS	EFF. DATE	PATERNITY COHABITATION ADDRESS DATA
CASE	OPEN	12/12/1992	STREET
IV-D	NPA	05/01/1993	
COUNTY	056		CITY
PROCESS	DELQ	08/02/1993	FROM
WORKABLE	WORK	04/18/1991	TO
CLOSED			
URESA	K	05/09/1994	AP-CLIENT MARITAL STATUS
			3RD PARTY MED INS STATUS NONE
			OTHER STATE IV-D #
WORKER	300X000	12/20/1991	3RD PARTY COLL. AGENT #
WRKR UNIT	ENFA		BILL IND N URESA DOC FIPS
PREV IV-D	AFDC	12/12/1992	PREV #
			NOTES N
=====FAST PATH EXTENDED MODE - WARNING! CHANGES WILL NOT BE SAVED!=====			
KY MM S1 S2 S3 S4 -- REQUESTED JUMP DESTINATION -- -- ACCT TYPE REQD --			
Y 05 09 -- -- -- -- -- LIST CASE ACCOUNT HISTORY -- -- CASE ACCT # --			

### FAST PATH EXTENDED MODE

To request the fast path extended mode, press PF22 or the equivalent key. The fast path extended mode window displays. An example of the fast path extended mode window is shown above.

Changes to the current screen will be saved in memory and later restored. However, to ensure that any data entry changes made are first saved to the data base, the user should always confirm the data prior to entering the fast path extended mode.

The PF22 can be pressed from any screen within the system. After completing the jump, pressing PF22 a second time notifies the fast path module to restore the saved screen.

Prior to pressing PF22 the second time, the user is free to path to as many new functions as are needed, either using the normal system navigation or PF21 to jump to new functions using the fast path standard mode.

When returning to the screen for which changes have been made, the message "RETURN FROM HOLD FUNCTION" appears in the warning/message line at the bottom of the screen.

The fast path window contains the following fields.

KEY PASSING (KY) - The KY field indicates whether the current IV-D number in use is to be passed to the new target functions. The valid KY options are "Y" for YES and "N" for NO.

Option "Y" indicates that the current IV-D number is to be passed to the new function. Option "N" indicates the user wants to select a new IV-D number (if required) to use in the new target function.

The initial default for the KY option is "Y" upon first entry to the fast path mode. However, once the field is changed, the last changed value is retained on the new default for the remainder of the session. The field is changed by typing over the present KY indicator.

Using the KY indicator in fast path is identical to the way it works if the user selected a function directly from a submenu. That is, if no IV-D number is passed and one is required by the selected function, the system permits the user to choose the correct IV-D number from the Inquire Case/Participant screen (ASEQOA).

MAIN MENU (MM) - Entry in the MM option field is required to reach the desired target function. Entry in this field can be any of the selections from the Menu Option column shown on the KASES Menu Fast Path Options list attached to this memo.

SUBMENU (S1, S2, S3, and S4) - The submenu option fields are used to choose from the levels of submenu options required to reach the desired target functions. The entries should be the same as if the user were walking through each submenu using the normal system navigation. For example, to access the List Case Account History target function, 05 is entered in the MM field and 09 is entered in the S1 field. Lower level submenu options (S3 and S4) are invalid options at this time and should be left blank.

The processing options for the fast path window are listed below.

ENTER - The ENTER key permits the user to "test drive" the menu/submenu selections. The window displays the title of the selected system option and the type of account number that is required for that function. The following is list of messages that will display in the Account Type Required field.

1. No Account Number is Required
2. Participant Account Number
3. System Level Account Number (Main Menu Option 05 and Submenu Option 17)
4. Case Account Number

The following example shows the selected system option and the type of account number required when 05 is typed in the MM field, 09 is typed in the S1 field, and the ENTER key is pressed.

**PF3** - Press PF3 to escape from the fast path window and return to the original screen from which the fast path jump was requested. Data entry on the original screen will not be saved if PF3 is processed without confirming data.

**PF9** - Press PF9 to complete the fast path jump to the target screen. Once the fast path jump is completed, the original navigation program is reset for the new target function. This permits the user to view the same submenus upon exiting the function as if he/she had manually walked through each menu/submenu to reach this new function.

The original screen must be restored prior to signing off the application. When attempting to sign off KASES prior to restoring the original screen, the fast path module will automatically return to this screen prior to sign off. If the system fails while in the extended mode, the fast path module will automatically deactivate the hold screen upon re-entry to KASES.

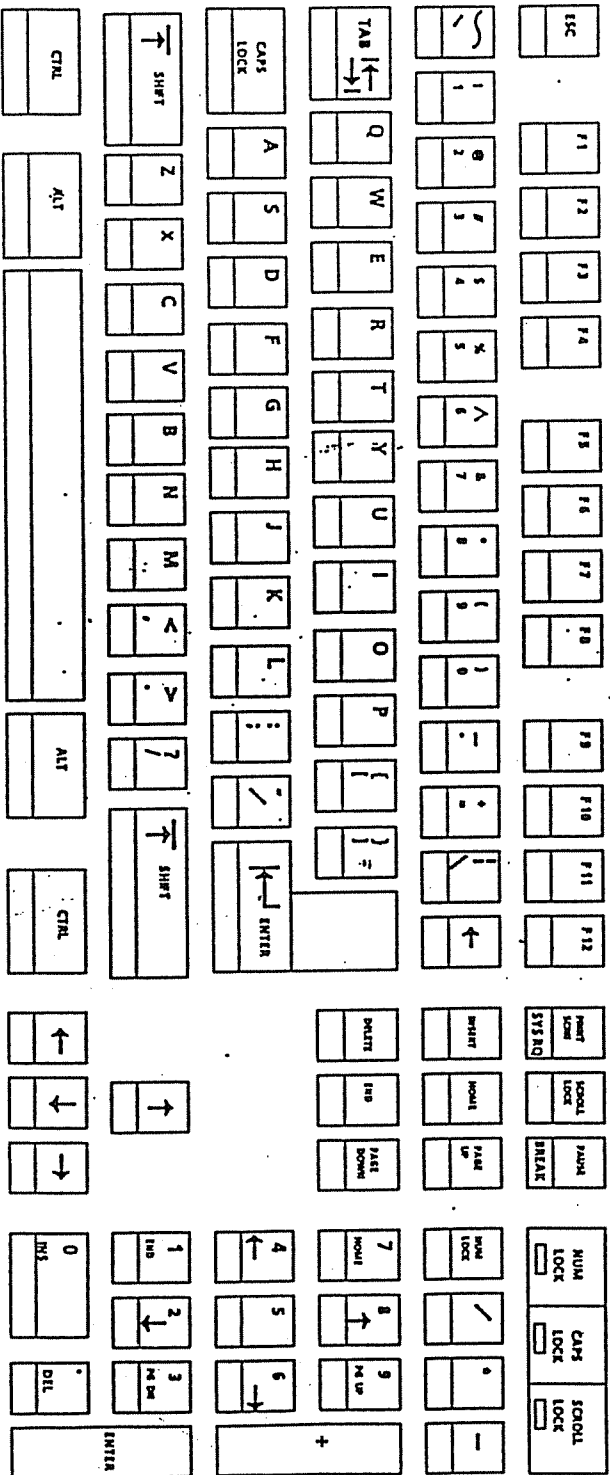
**JEFFERSON COUNTY DCSE AND CONTRACTING OFFICIAL STAFF ARE TO  
SAVE AND FILE THIS MEMO FOR FUTURE REFERENCE.**

**Attachments:** KASES Menu Fast Path Options (Two versions)  
Keyboard Controls and Indicators

**Retention:** Until Superseded

**Inquiries:** DCSE Staff - Supervisors  
IV-D Agents - Compliance Analysts

# 102-KEY TYPEWRITER KEYBOARD



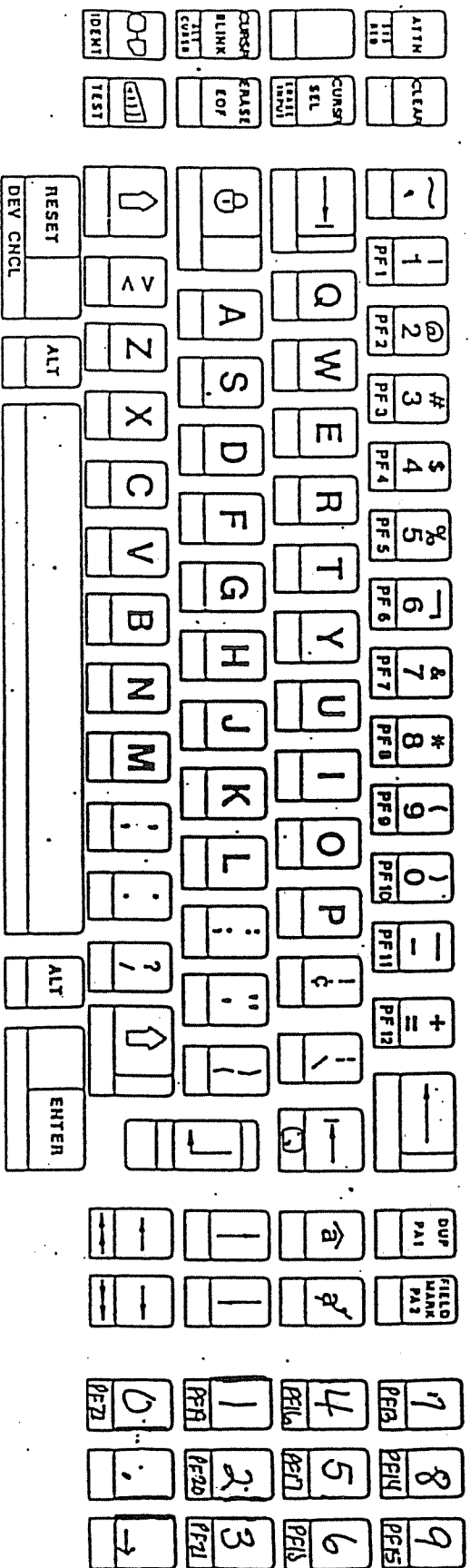
PRESS SHIFT + F9 TO ACCESS THE FAST PATH STANDARD MODE.

PRESS SHIFT + F10 TO ACCESS THE FAST PATH EXTENDED MODE.





# 88-KEY TYPEWRITER KEYBOARD

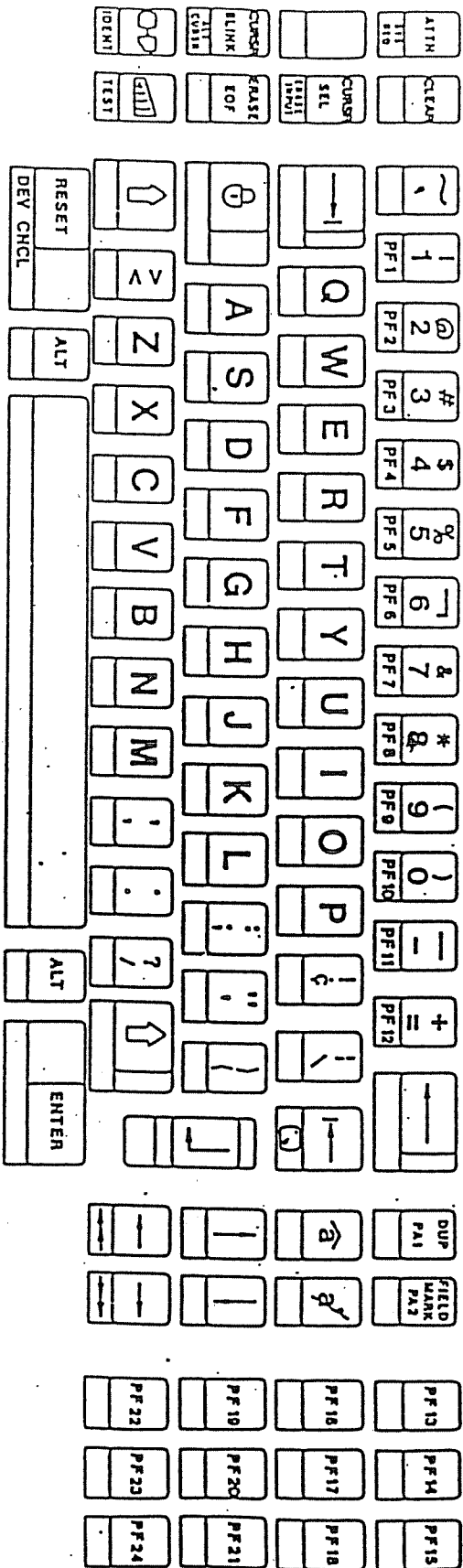


PRESS ALT + PF21 TO ACCESS THE FAST PATH STANDARD MODE.

PRESS ALT + PF22 TO ACCESS THE FAST PATH EXTENDED MODE.



# 88-KEY TYPEWRITER KEYBOARD





KASES MENU FAST PATH OPTIONS

MENU OPTION	SUBMENU1 OPTION	SUBMENU2 OPTION	DESCRIPTION
01	01		<b>CASE INITIATION</b>
	02		INITIATE NEW CASE
			UPDATE CASE AND PARTICIPANT INFORMATION
02	01		<b>INQUIRY FUNCTIONS</b>
	02		PARTICIPANT INFORMATION
	03		CASE INFORMATION
	04		EMPLOYER/AGENCY OTHER INQUIRY
	05		CASE WORKER TABLE INQUIRY
	06		PARTICIPANT ADDRESS INQUIRY
	07		AP SUPPLEMENTAL INQUIRY
	08		MEDICAL INSURANCE INQUIRY
	09		EMPLOYMENT INQUIRY
	10		PARTICIPANT ALIAS INQUIRY
	11		CASE/PARTICIPANT EVENT INQUIRY
	12		BOND INQUIRY
	13		LIEN INQUIRY
	14		CLIENT WELFARE SUMMARY
			INTERCEPT DATA INQUIRY
03	01		<b>CASE MANAGEMENT</b>
	02		WORKLIST MAINTENANCE
	03		COURT SCHEDULING
	04		GENERATE LETTERS
	05		ADDRESS MAINTENANCE
	06		CASE EVENT MAINTENANCE
	07		UPDATE CASE/PARTICIPANT DATA
	08		INQUIRY OPTIONS
	09		CASE REFERRAL
			URES A ACTIONS
		01	URES A INITIATING - OUTGOING
		02	URES A RESPONDING - INCOMING
		03	URES A DOCUMENT GENERATION
			MEDICAL INSURANCE
			BONDS
			LIENS
			EMPLOYMENT HISTORY
			REASSIGN IV-A CASE



04

**SPLS FUNCTIONS**

01 WORKLIST MAINTENANCE  
02 CASE INQUIRY  
03 AP ADDRESS MAINTENANCE  
04 AP SUPPLEMENTAL UPDATE  
05 SPLS EVENT MAINTENANCE  
06 GENERATE SPLS DOCUMENTS  
07 CLOSE SPLS ACTIVITY  
08 EMPLOYMENT HISTORY MAINTENANCE  
09 AP MPI DATA UPDATE  
10 MEDICAL INSURANCE  
11 BOND INQUIRY  
12 LIEN INQUIRY

05

**ACCOUNTING FUNCTIONS**

01 ENTER/UPDATE PAYMENT BATCH  
02 ENTER PAYMENT INSTRUCTIONS  
03 CANCEL CHECK  
04 ADD SUPPORT ORDER  
05 LIST COURT ORDER HISTORY  
06 ADJUST ACCOUNT BALANCES  
07 HOLD/RELEASE ACCOUNT  
08 LIST PARTICIPANT ACCOUNT HISTORY  
09 LIST CASE ACCOUNT HISTORY  
10 UPDATE SUBACCOUNT INDICATORS  
11 SHOW SUBACCOUNTS FOR CASE OR PARTICIPANT  
12 LIST TRANSACTIONS UNDER EVENT  
13 MAINTAIN INTERCEPT DATA  
14 HOLD/RELEASE TRANSACTION  
15 UI INTERCEPT MAINTENANCE  
16 PRIOR MONTH DEFRA MAINTENANCE  
17 LIST SYSTEM LVL ACCOUNT HISTORY  
18 LIST CLIENT AFDC ACCOUNT HISTORY  
19 CASE SUMMARY INQUIRY

06

**EMPLOYER/AGENCY MAINTENANCE**





07

**SUPERVISOR MAINTENANCE**

- 01 CASEWORKER REFERRAL MAINTENANCE
- 02 INACTIVATE MPI
- 03 ACTIVATE MPI
- 04 PARTICIPANT DELETION
- 05 HELP FACILITY MAINTENANCE
- 06 CASEWORKER MAINTENANCE
- 07 CASELOAD REASSIGNMENT/REFERRAL

09

**DOCUMENT GENERATION**

- 01 CASEWORKER DOCUMENTS
- 02 CONTRACT OFFICIALS DOCUMENTS
- 01 PATERNITY DOCUMENTS
- 02 DISTRICT CIVIL DOCUMENTS
- 03 DISTRICT CRIMINAL DOCUMENTS
- 04 CIRCUIT DOCUMENTS
- 05 LETTERS
- 03 SPLS DOCUMENTS
- 04 URESA DOCUMENTS



KASES FAST PATH MENU OPTIONS

01 CASE INITIATION

- 01 INITIATE NEW CASE
- 02 UPDATE CASE AND PARTICIPANT INFORMATION

02 INQUIRY FUNCTIONS

- 01 PARTICIPANT INFORMATION
- 02 CASE INFORMATION
- 03 EMPLOYER/AGENCY OTHER INQUIRY
- 04 CASE WORKER TABLE INQUIRY
- 05 PARTICIPANT ADDRESS INQUIRY
- 06 AP SUPPLEMENTAL INQUIRY
- 07 MEDICAL INSURANCE INQUIRY
- 08 EMPLOYMENT INQUIRY
- 09 PARTICIPANT ALIAS INQUIRY
- 10 CASE/PARTICIPANT EVENT INQUIRY
- 11 BOND INQUIRY
- 12 LIEN INQUIRY
- 13 CLIENT WELFARE SUMMARY
- 14 INTERCEPT DATA

03 CASE MANAGEMENT

- 01 WORKLIST MAINTENANCE
- 02 COURT SCHEDULING
- 03 GENERATE LETTERS
- 04 ADDRESS MAINTENANCE
- 05 CASE EVENT MAINTENANCE
- 06 UPDATE CASE/PARTICIPANT DATA
- 07 INQUIRY OPTIONS
- 08 CASE REFERRAL
- 09 URESA ACTIONS
  - 01 URESA INITIATING - OUTGOING
  - 02 URESA RESPONDING - INCOMING
  - 03 URESA DOCUMENT GENERATION
- 10 MEDICAL INSURANCE
- 11 BONDS
- 12 LIENS
- 13 EMPLOYMENT HISTORY
- 14 REASSIGN IV-A CASE

04 SPLS FUNCTIONS

- 01 WORKLIST MAINTENANCE
- 02 CASE INQUIRY
- 03 AP ADDRESS MAINTENANCE
- 04 AP SUPPLEMENTAL UPDATE
- 05 SPLS EVENT MAINTENANCE
- 06 GENERATE SPLS DOCUMENTS
- 07 CLOSE SPLS ACTIVITY
- 08 EMPLOYMENT HISTORY MAINTENANCE
- 09 AP MPI DATA UPDATE
- 10 MEDICAL INSURANCE
- 11 BOND INQUIRY
- 12 LIEN INQUIRY

05 ACCOUNTING FUNCTIONS

- 01 ENTER/UPDATE PAYMENT BATCH
- 02 ENTER PAYMENT INSTRUCTIONS
- 03 CANCEL CHECK
- 04 ADD SUPPORT ORDER
- 05 LIST COURT ORDER HISTORY
- 06 ADJUST ACCOUNT BALANCES
- 07 HOLD/RELEASE ACCOUNT
- 08 LIST PARTICIPANT ACCOUNT HISTORY
- 09 LIST CASE ACCOUNT HISTORY
- 10 UPDATE SUBACCOUNT INDICATORS
- 11 SHOW SUBACCOUNTS FOR CASE OR PARTICIPANT
- 12 LIST TRANSACTIONS UNDER EVENT
- 13 MAINTAIN INTERCEPT DATA
- 14 HOLD/RELEASE TRANSACTION
- 15 UI INTERCEPT MAINTENANCE
- 16 PRIOR MONTH DEFRA MAINTENANCE
- 17 LIST SYSTEM LVL ACCOUNT HISTORY
- 18 LIST CLIENT AFDC ACCOUNT HISTORY
- 19 CASE SUMMARY INQUIRY

06 EMPLOYER/AGENCY MAINTENANCE

07 SUPERVISOR MAINTENANCE

- 01 CASEWORKER REFERRAL MAINTENANCE
- 02 INACTIVATE MPI
- 03 ACTIVATE MPI
- 04 PARTICIPANT DELETION
- 05 HELP FACILITY MAINTENANCE
- 06 CASEWORKER MAINTENANCE
- 07 CASELOAD REASSIGNMENT/REFERRAL

09 DOCUMENT GENERATION

- 01 CASEWORKER DOCUMENTS
- 02 CONTRACT OFFICIALS DOCUMENT
  - 01 PATERNITY DOCUMENTS
  - 02 DISTRICT CIVIL DOCUMENTS
  - 03 DISTRICT CRIMINAL DOCUMENTS
  - 04 CIRCUIT DOCUMENTS
  - 05 LETTERS
- 03 SPLS DOCUMENTS
- 04 URESA DOCUMENTS

